

蒐集個人資料告知事項暨個人資料提供同意書

財團法人金屬工業研究發展中心(以下簡稱本中心)因執行訓練業務，為遵守個人資料保護法規定，在您提供個人資料予本中心前，依法告知下列事項：

一、蒐集目的：

辦理本單位訓練業務所衍伸相關行政作業，如文宣製作、費用核銷、業務聯繫…等，本單位將視業務內容作適當的使用，並且不會將個資作非訓練業務相關使用。

二、個人資料類別：

C001 辨識個人者(如姓名、職稱、地址、連絡方式等)、C002 辨識財物者(金融帳戶之號碼等)、C003 政府資料中之辨識者(身份證號、護照號碼等)、C011 個人描述(性別、出生日期等)、C012 身體描述(體重等)、C039 執照或其他許可(及格證書等)、C051 學校紀錄、C052 資格或技術、C054 職業專長、C061 現行之受僱情形(雇主、公司統編、工作職稱等)、C066 健康與安全紀錄、C072 受訓紀錄、C111 健康紀錄等，或其他得以直接或間接識別您個人之資料。

三、個人資料利用之期間、地區、對象及方式：在台灣地區至蒐集目的消失為止。

(一)本中心將依個人資料保護法及相關法令之規定下，蒐集、處理及利用您的個人資料。

(二)本中心將於蒐集目的之存續期間合理利用您的個人資料。

(三)除蒐集之目的涉及國際業務或活動外，本中心僅於中華民國領域內利用您的個人資料。

(四)本中心將於原蒐集之特定目的、本次以外之產業推廣、宣導及輔導、教育訓練，以及其他公務機關請求與本中心創設目的相關之行政協助之目的範圍內，合理利用您的個人資料。

四、當事人權利行使：

(一)您可依個人資料保護法第 3 條規定，就您的個人資料向本中心個資當事人權利行使窗口，電話：07-3513121 轉 2360，行使以下權利：

查詢或請求閱覽、請求製給複製本、請求補充或更正、請求停止蒐集、處理及利用、請求刪除。

(二)您因行使上述權利而導致對您的權益產生減損時，本中心不負相關賠償責任。

(三)依個人資料保護法第 14 條規定，本中心得酌收行政作業費用。

五、不提供個人資料之權益影響：

若您未提供正確之個人資料，本中心將無法為您提供特定目的之相關業務。

六、本中心因業務需要而委託其他單位處理您的個人資料時，本中心將會善盡監督之責。

七、您瞭解此一同意書符合個人資料保護法及相關法規之要求，且同意本中心留存此同意書，供日後取出查驗。

個人資料之同意提供

一、本人已充分知悉貴中心上述告知事項。

二、本人同意貴中心或貴中心授權之專案管理單位蒐集、處理、利用本人之個人資料，以及其他公務機關請求行政協助目的之提供。

立同意書人：

(簽名)

中華民國

年

月

日

NOTICE of Personal Data Collection and CONSENT to Provide Personal Data

Metal Industries Research & Development Centre (MIRDC), in order to comply with the Personal Data Protection Act for the purpose of training operations. Before providing your personal data to MIRDC, we will inform you of the following matters in accordance with the act.

1. Purpose of collection:

To handle the administrative operations related to the unit's training business. Such as the production of publicity, expense reimbursement, business contacts...etc. The unit will make appropriate use of the business content, and will not use personal data for non-training business-related use.

2. Personal data categories:

C001 Personal Identifier (name, occupation, address, contact information, etc.); C002 Property Identifier (financial account number, etc.); C003 Government Identifier (ID number, passport number, etc.); C011 Personal Description (gender, date of birth, etc.), C012 Body Description (weight, etc.); C039 License or other Permission (certificates, etc.); C051 School Records; C052 Qualification or Technology; C054 Occupational Specialty; C061 Current Employment (employer, company codification, job title, etc.); C066 Health and Safety Records; C072 Training Records; C111 Medical Records, etc., or any other information that can directly or indirectly identify you personally.

3. Period, area, target, and method of use: In Taiwan until the purpose of collection disappears.

- (1) MIRDC will collect, process, and use your personal data in accordance with the Personal Data Protection Act and related laws and regulations.
- (2) MIRDC will use your personal data for the duration of the purpose of collection.
- (3) Unless the purpose of collection involves international business or activities, MIRDC will only use your personal data in the territory of the ROC.
- (4) MIRDC will use your personal data for the specific purposes for which it was collected, for industrial promotion, advocacy and counseling, education, and training, and for other purposes for which the public authorities request administrative assistance related to the purposes for which the Center was created.

4. Exercise of Subject Rights

- (1) You may, in accordance with Article 3 of the Personal Data Protection Act, exercise the following rights with respect to your personal data by contacting the Personal Data Subject Rights Exercise Window of the Center at 07-3513121 ext. 2360:
to make an inquiry of and to review; to request a copy; supplement or correct; to demand the cessation of the collection, processing or use, and to erase his/her personal data.
- (2) MIRDC shall not be liable for any damages to your rights or interests resulting from the exercise of the above rights.
- (3) In accordance with Article 14 of the Personal Data Protection Act, MIRDC may charge administrative fees at its discretion.

5. Effect of not providing personal data

If you do not provide us with the correct personal data, MIRDC will not be able to provide you with the relevant services for the specific purpose.

6. If the MIRDC entrusts other organizations to handle your personal data for business purposes, the Center will exercise due supervision.

7. You understand that this consent form complies with the requirements of the Personal Data Protection Act and related laws and regulations, and agree that the MIRDC will retain this consent form for future inspection.

Consent to provide personal data

1. I have been fully informed of the above information.
2. I consent to the collection, processing, and use of my personal data by MIRDC or the project management unit authorized by MIRDC, as well as the provision of my personal data to other public agencies for the purpose of requesting administrative assistance.

Consenting Person: _____(Signature)

Date: _____(dd), _____(mm), _____(yyyy)